

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, May 10, 2016

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

M I N U T E S

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Gross, Ingersoll, Mongeau, and Weyland. County Administrator Brian C. Berg, Chief Assistant County Attorney Jenny Samarzja, and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Mongeau, seconded by Weyland, and unanimously carried, the agenda was approved as presented.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Weyland, seconded by Campbell, and unanimously carried, the bills and vouchers were approved for payment.

APPROVAL OF AMENDED AGREEMENT TO PROVIDE CONSULTATION THROUGH
COMMUNITY WELLNESS GRANT

By consent agenda, the Board approved an amended agreement with Elizabeth Hatling to provide culinary training and consultation for staff and community partners through the Community Wellness Grant.

RENEWAL OF AGREEMENT TO PROVIDE SCHOOL NURSING SERVICES TO THE DGF
SCHOOL DISTRICT FOR THE 2016-17 SCHOOL YEAR

By consent agenda, the Board approved renewal of an agreement to provide school nursing services to the DGF School District for the 2016-17 school year.

HISTORICAL & CULTURAL SOCIETY OF CLAY COUNTY: 2015 UPDATE & PLANS FOR 2016

Ms. Maureen Kelly Jonason, executive Director of the Historical & Cultural Society of Clay County, provided an update of the activities of the Historical Society for the past year, as well as plans for 2016. The Hjemkomst Center's 30th Anniversary will be celebrated this year.

REQUEST TO REPLACE ACCOUNTING TECHNICIAN POSITION, AUDITOR'S OFFICE

On motion by Ingersoll, seconded by Campbell, and unanimously carried, the Board approved filling a .8 FTE Accounting Technician position in the Auditor's Office with a 1.0 FTE position. The position will be vacant due to retirement.

RECORDER UPDATE & COMPLIANCE COMMITTEE RECOMMENDATIONS

County Recorder DiAnn Streifel reviewed activities in the Recorder's Office and recommendations from the Recording Compliance Committee for use of Compliance funds in 2017:

\$15,000 – Tax system
\$25,000 – Remonumentation program
\$20,000 – Information Services
\$30,000 – Technology Services
\$15,000 – Assessor Maintenance
\$105,000

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board approved the above mentioned expenditures for 2017 using Compliance funds.

CHURCHES UNITED SUPPORTED HOUSING PROJECT

Ginny Stoe, Churches United Support Services Director, and Dara Lee, Churches United Board President, provided information regarding the Bright Sky Apartments project. This facility receives Group Residential Housing income supplements for eligible low income residents. Clay County is aware of the need for additional units of supportive housing in our community.

FEASIBILITY STUDY FOR METHANE GAS TO BE USED AT NEW JOINT SOLID WASTE AND HIGHWAY DEPARTMENT BUILDING

Kirk Rosenberger, Solid Waste Management Director, requested the Board's approval to conduct a feasibility study for methane gas to be used at the new Joint Solid Waste and Highway Department building, for a cost of \$7900 to be shared by the two departments. On motion by Campbell, seconded by Mongeau, and unanimously carried, the Board authorized Rosenberger to enter into a contract to conduct the feasibility study as described above.

APPROVAL OF HIGHWAY YEARLY SUPPLY BIDS

County Engineer David Overbo presented a tabulation of bids opened March 5, 2016 for the Highway Department's yearly supplies.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board accepted all bids submitted for Corrugated Metal Culverts (True North Steel and Contech), Furnishing Bituminous Mixture (Aggregate Industries, Border States Paving, Inc., Central Specialties, Inc., and Northern Improvement Co.) and Rental of Construction Equipment (H & S Contracting, Inc., Ironhorse Crane Service, Key Contracting, Inc., Northern States Excavating, Inc., Tim Crompton Excavating, Fitzgerald Construction, Sellin Brothers, Inc., Turner Sand & Gravel, Inc., and Randall's Excavating, Inc.).

On motion by Campbell, seconded by Ingersoll, and unanimously carried, the Board accepted the bids for Crushing & Furnishing Gravel as follows: Turner Sand & Gravel, Inc., for Township #s 1-27, 29, and 30; and H & S Contracting, Inc., for Township # 28.

APPROVAL OF 5-YEAR ROAD CONSTRUCTION PLAN FOR 2016-2020

County Engineer David Overbo presented the proposed 5-year Road Construction plan for 2016-2020, which has been reviewed and approved by the Highway Tracking Committee (See Attachment). A public hearing was held March 24th to share information and receive input from citizens.

On motion by Campbell, seconded by Mongeau, and unanimously carried, the Board approved the proposed 5-year Road Construction Plan for 2016-2020.

RESOLUTION OF SUPPORT FOR MOORHEAD GRADE SEPARATION

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board adopted the following resolution in support of funding for Moorhead Grade Separation:

RESOLUTION 2016-20

WHEREAS, the Clay County Board of Commissioners sees a real need for the Minnesota State Legislature to fund a grade separation (underpass) project in downtown Moorhead; and

WHEREAS, Moorhead is divided by five active freight and Amtrak rail lines carrying more than 100 trains each day; and

WHEREAS, it is a serious safety concern for our residents moving north and south within the City of Moorhead; and

WHEREAS, the railway traffic causes the crossings to be impassable 23% of each day; and

WHEREAS, each day over 130 school buses carrying 2000 students cross the railroad tracks; and

WHEREAS, the MN DOT Statewide Rail Plan identifies this grade separation as their #1 priority.

NOW, THEREFORE, BE IT RESOLVED, the Clay County Commission asks the MN Legislature to pass a bonding bill which includes funding of the grade separation for the safety and financial movement of people and projects within the community of Moorhead, MN.

CONSTRUCTION OF LAW ENFORCEMENT CENTER/LEASE AGREEMENT WITH THE CITY OF MOORHEAD

County Administrator Brian C. Berg informed the Board that with respect to the buyout properties north of the County campus, 16 properties have been acquired, there are Purchase Agreements signed for five, two Purchase Agreements yet to be signed, and two homeowners are not interested in selling. Inspections for asbestos have been conducted and abatement will occur. Demolition will begin late this summer.

Mr. Berg reviewed the proposed financing of the Law Enforcement Center (LEC) and lease agreement with the City of Moorhead. Elements of the proposed lease include: the County will build and own the LEC; a 20 year lease will be developed based on square footage use; Moorhead will be given credit for their past investment of \$670,000 to be amortized over the first five years of the lease; beginning the 6th year of the lease the City will pay a reasonably competitive rental space price; the lease will include upkeep and maintenance of the City's space in the building (not specialized needs); actual square footage will be determined as the building is designed and space is assigned; other fees will be negotiated (such as building permits to offset demolition costs); bonding may be incremental depending upon expenditures.

On motion by Weyland, seconded by Campbell, and unanimously carried, the Board supported the lease elements described above, to be presented to and discussed with the Moorhead City Council May 16th.

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE/DISCUSSION

Commissioner Ingersoll attended meetings of the Moorhead Planning Commission and Local Advisory Council for Children's Mental Health.

Commissioner Campbell attended meetings of Highway Tracking Committee, Clay County Joint Powers, and Greater FM EDC Annual meeting.

Commissioner Mongeau attended meetings of Clay County Joint Powers, and reminded the Board of Fire/EMS Appreciation Day, May 20th.

Commissioner Weyland attended meetings of the Recorder's Compliance, MRCC, and Greater FM EDC Annual Meeting.

Commissioner Gross attended meetings of Highway Tracking Committee, MRCC, and Hagen Township meeting.

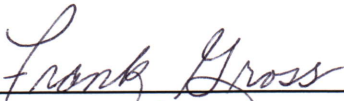
On motion by Campbell, seconded by Weyland, and unanimously carried, the Board agreed to meet at 10:00 a.m. on June 7th to allow for their attendance at a Chamber of Commerce Community Safety Update.

County Administrator Brian C. Berg informed the Board that the County will receive an \$8600 refund for Agassiz Recreational Trail expenses. He attended meetings concerning personnel issues, a conference call regarding costs for the Correctional Facility, MCIT presentation for department heads, and FM Diversion. He presented to the Moorhead Lions regarding the Correctional Facility. Industry Day for the FM Diversion will be held June 7th. Mr. Berg met with Tom McSparron, West Central Initiative, regarding their request for additional funds in 2017. Options for the floodplain issues (Triepeke) discussed at last week's meeting were researched.

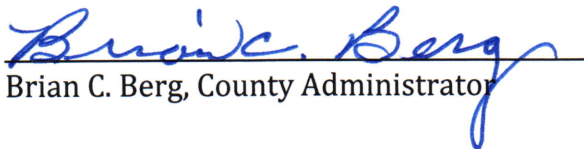
Commissioner Campbell requested a report from Morrie Lanning concerning the language for the ballot for the referendum.

ADJOURN

The meeting adjourned at 10:55 a.m.



Frank Gross, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator

**CLAY COUNTY HIGHWAY DEPARTMENT
2016- 2020 PROPOSED CONSTRUCTION PROGRAM**

State Aid Reg. Const. Allotment = \$3,193,183
 State Aid Mun Const Allotment = \$174,088
 Clay County Const. Allotment = \$350,000
 Wheelage Tax = \$372,000

Balance as of 1/1/2016		State Aid Regular Const Balance - (\$1,186,146)			
		State Aid Municipal Const Balance - \$399,821	\$700,000	\$736,000	

Project No.	Highway No.	Location	Type of Construction	Miles	ADT	YEAR	Estimated Cost	Fed. Aid Funding	State Aid Funding	County Funding	Wheelage Tax	State Bridge Funding	Local Funding
1	57	Sect. 9/16 Alliance Township Br. 57-1	Bridge Replacement	0.1	30	2016	\$580,000			\$80,000		\$500,000	
2	12	Sect. 33 Glyndon Twp/ 4 Elmwood Twp. Br. 12-4	Bridge Replacement	0.1	350	2016	\$125,000		\$50,000			\$75,000	
3	117	In Glyndon 0.75 mi. S. of TH 10	Bridge Replacement	0.1	1800	2016	\$160,000			\$10,000		\$150,000	
4	2	Sect. 24/25 Alliance Twp. Br. 2-4	Bridge Replacement	0.1	570	2016	\$150,000		\$60,000			\$90,000	
5	95	CSAH 18 to CSAH 26	Grading	5.0	275	2016	\$1,780,000			\$1,000,000	\$780,000		
6	22	CSAH 1 to TH 75	*Asphalt Mill and Overlay	2.0	5,500	2016	\$491,000						\$491,000
7	6	TH 32 to 0.33 miles east	Grading	0.3	1,300	2016	\$390,000		\$390,000				
BOND PAYMENT									\$2,190,000				
TOTAL ESTIMATED COSTS							\$3,676,000	\$0	\$2,690,000	\$1,090,000	\$780,000	\$815,000	\$491,000

Balance as of 1/1/2017		State Aid Regular Const Balance - (\$682,963)			
		State Aid Municipal Const Balance - \$573,909	(\$40,000)	\$328,000	

***This plan is subject to change due to uncontrollable variables

5/3/2016

**CLAY COUNTY HIGHWAY DEPARTMENT
2016- 2020 PROPOSED CONSTRUCTION PROGRAM**

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 Clay County Const. Allotment = \$400,000
 Wheelage Tax = \$372,000

Balance as of 1/1/2017		State Aid Regular Const Balance - (\$682,963)		
		State Aid Municipal Const Balance - \$573,909	(\$40,000)	\$328,000

Project No.	Highway No.	Location	Type of Construction	Miles	ADT	YEAR	Estimated Cost	Fed. Aid Funding	State Aid Funding	County Funding	Wheelage Tax	State Bridge Funding	Local Funding
8	1	Sect. 6 Oakport Twp. Br. 1-2	Bridge Replacement	0.10	740	2017	\$100,000		\$40,000			\$60,000	
9	6	TH 32 to 0.33 miles east	Asphalt Paving	0.33	1300	2017	\$175,000		\$175,000				
10	16	12th Ave South & 45th Street South	*Moorhead Urban Reconstruct	0.50	50	2017	\$500,000						\$500,000
11	19	Intersection of TH 10 and CSAH 19/Parke Avenue in Glyndon	Signal Replacement	NA	1800	2017	\$200,000		\$200,000				
12	37	Sect. 1/2 Goose Prairie Twp. Br. 37-2	Bridge Replacement	0.10	55	2017	\$80,000			\$15,000		\$65,000	
13	68	Sect. 15/16 Elmwood Twp Br. 68-1	Bridge Replacement	0.10	35	2017	\$750,000			\$50,000		\$700,000	
14	68	Sect. 3/4 Elmwood Twp. Br. 68-2	Bridge Replacement	0.10	35	2017	\$80,000			\$10,000		\$70,000	
15	69	Sect. 3/10 Elmwood Twp. Br. 69-4	Bridge Replacement	0.10	60	2017	\$80,000			\$10,000		\$70,000	
BOND PAYMENT									\$2,235,000				
TOTAL ESTIMATED COSTS							\$1,965,000	\$0	\$2,650,000	\$85,000	\$0	\$965,000	\$500,000

Balance as of 1/1/2018		State Aid Regular Const Balance - (\$139,780)		
		State Aid Municipal Const Balance \$747,997	\$275,000	\$700,000

* Project number 10 will involve intergovernmental payments to the City of Moorhead

5/3/2016

**CLAY COUNTY HIGHWAY DEPARTMENT
2016- 2020 PROPOSED CONSTRUCTION PROGRAM**

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 State Aid Mun. Const. Allotment = \$174,088
 Clay County Const. Allotment = \$400,000
 Wheelage Tax = \$372,000

Balance as of 1/1/2018		State Aid Regular Const Balance - (\$139,780)	\$275,000	\$700,000		
		State Aid Municipal Const Balance - \$747,997				

Project No.	Highway No.	Location	Type of Construction	Miles	ADT	YEAR	Estimated Cost	Fed. Aid Funding	State Aid Funding	County Funding	Wheelage Tax	State Bridge Funding	Local Funding
16	10	Sect. 15/22 Skree Twp. Br. 10-3	Bridge Replacement	0.1	2800	2018	\$150,000		\$60,000			\$90,000	
17	14	Sect. 16/21 Glyndon Twnshp. over the S. Br. Buffalo R.	Bridge Replacement	0.10	1200	2018	\$1,000,000	\$800,000	\$100,000			\$100,000	
18	95	CSAH 18 to CSAH 26	Paving	5.0	275	2018	\$3,000,000		\$2,257,727	\$642,273	\$100,000		
19	117	In Glyndon from 12 Ave. S. to TH 10	Reconstruction	1.0	1800	2018	\$2,750,000	\$375,000	\$187,500 Reg. \$1,000,000 Muni		\$740,000		\$447,500
		BOND PAYMENT				2018			\$2,250,000				
TOTAL ESTIMATED COSTS							\$6,900,000	\$1,175,000	\$4,855,227 \$1,000,000 Muni	\$642,273	\$840,000	\$190,000	\$447,500

Balance as of 1/1/2019		State Aid Regular Const Balance - (\$1,801,824)	\$32,727	\$232,000		
		State Aid Municipal Const Balance - (\$77,915)				

***This plan is subject to change due to uncontrollable variables
 *Project Number 18 is subject to availability of State Aid Funds
 *Project Number 19 includes \$447,500 in proposed funding from the City of Glyndon

5/3/2016

**CLAY COUNTY HIGHWAY DEPARTMENT
2016- 2020 PROPOSED CONSTRUCTION PROGRAM**

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 Clay County Const. Allotment = \$400,000
 Wheelage Tax = \$372,000

Balance as of 1/1/2019		State Aid Regular Const Balance - (\$1,801,824)			
		State Aid Municipal Const Balance - (\$77,915)	\$32,727	\$232,000	

Project No.	Highway No.	Location	Type of Construction	Miles	ADT	YEAR	Estimated Cost	Fed. Aid Funding	State Aid Funding	County Funding	Wheelage Tax	State Bridge Funding	Local Funding
20	17	Sect. 26/27 Glyndon Township Br. 17-2	Bridge Replacement	0.1	360	2019	\$150,000		\$60,000			\$90,000	
21	68	Sect. 15 & 16 Moland Twp. BR. 68-7	Bridge Replacement	0.1	60	2019	\$100,000			\$10,000		\$90,000	
22	93	Sect. 9 & 16 Moland Twp. BR. 93-2	Bridge Replacement	0.1	60	2019	\$100,000			\$10,000		\$90,000	
23	10	1-94 to TH 9 in Downer	Asphalt Mill & Overlay	2.0	2500	2019	\$340,000		\$340,000				
24	1	County Road 93 to CSAH 26	Grading	2.0	800	2019	\$800,000		\$800,000				
		BOND PAYMENT				2019			\$2,050,000				
TOTAL ESTIMATED COSTS							\$1,340,000	\$0	\$3,190,000	\$20,000	\$0	\$180,000	

Balance as of 1/1/2020		State Aid Regular Const Balance - (\$1,798,641)			
		State Aid Municipal Const Balance - \$96,173	\$412,727	\$604,000	

***This plan is subject to change due to uncontrollable variables

5/3/2016

**CLAY COUNTY HIGHWAY DEPARTMENT
2016- 2020 PROPOSED CONSTRUCTION PROGRAM**

State Aid Reg Const Allotment = \$3,193,183
State Aid Muni Const Allotment = \$174,088
Clay County Const Allotment = \$400,000
Wheelage Tax = \$372,000

Balance as of 1/1/2020		State Aid Regular Const Balance - (\$1,798,641)	\$412,727	\$604,000		
		State Aid Municipal Const Balance - \$96,173				

Project No.	Highway No.	Location	Type of Construction	Miles	ADT	YEAR	Estimated Cost	Fed. Aid Funding	State Aid Funding	County Funding	Wheelage Tax	State Bridge Funding	Local Funding
25	2	CSAH 21 to TH 9	Asphalt Mill & Overlay	5.0	570	2020	\$850,000		\$850,000				
26	2	E. limits of Cornstock to 80th Street South	*Asphalt Mill & Overlay	5.0	870	2020	\$850,000		\$750,000				\$100,000
27	2	Red River to West limits of Cornstock	*Asphalt Mill & Overlay	2.0	730	2020	\$340,000						\$340,000
28	14	TH 336 to CSAH 17	Mill & Overlay / Shoulder Paving	2.75	1200	2020	\$550,000	\$238,000	\$312,000				
29	19	Sect. 19 & 20 Flowing Twp. BR. 19-7	Bridge Replacement	0.1	50	2020	\$120,000		\$60,000			\$60,000	
30	33	North limits of Hawley to CSAH 26	Asphalt Mill & Overlay	6.5	1100	2020	\$1,105,000		\$205,000		\$900,000		
31	100	Sect. 7 Georgetown Twp. BR. 100-3	Bridge Replacement	0.1	60	2020	\$80,000			\$10,000		\$80,000	
32	100	Sect. 29/30 Georgetown Twp. BR. 100-2	Bridge Replacement	0.1	60	2020	\$90,000			\$10,000		\$80,000	
33	100	Sect. 6/7 Georgetown Twp. BR. 100-4	Bridge Replacement	0.1	60	2020	\$100,000			\$10,000		\$90,000	
34	1	County Road 93 to CSAH 26	Paving	2.0	800	2020	\$1,200,000		\$1,200,000				
TOTAL ESTIMATED COSTS							\$5,295,000	\$238,000	\$3,377,000	\$30,000	\$900,000	\$310,000	\$440,000

Balance as of 1/1/2021		State Aid Regular Const Balance - (\$1,982,458)	\$782,727	\$716,000		
		State Aid Municipal Const Balance - \$270,261				

***This plan is subject to change due to uncontrollable variables
*Project Numbers 26 & 27 to include funding from Diversion

5/3/2016